

S-E-C-R-E-T

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b. The DD/TR then read to the group present a memorandum from the Chief of Training, [REDACTED] which discussed the problems which now face OTR as a result of the shortage of instructor personnel in Phases II and III. A copy of the memorandum is attached hereto as an official part of the minutes of this meeting.

c. The DD/TR further related several recent instances in which components of DD/P had made commitments to Agency personnel overseas regarding the availability of OTR instructor personnel to carry out various and sundry instructor tasks, said commitments being made without reference either to the Office of Training or to the Clandestine Services Training Committee. The Senior Staff Training Officers agreed to look into this question with the staffs and divisions of DD/P with a view toward tightening up coordination so that the Office of Training would have foreknowledge of such actions and an opportunity to comment on such proposals in advance of commitments.

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3. Allotment of Divisional Quotas for Training Courses within DD/P

[REDACTED] reported that he had met his full quota of candidates for the BOC but that he was not able to enroll them in view of the fact that the course had already become oversubscribed. It was concluded that the Clandestine Services Training Committee would reexamine DD/P enrollments and make whatever adjustment that could be made in relieving inequities. This problem of quotas ties in with the 5% requirement in such a way that failures on the part of divisions to enroll available students will cause them to be in default of the requirement to have at all times 5% of their personnel in Training, as per the current DD/P Directive. The DD/TR pointed out that this question should be considered with some flexibility, particularly in this first quarter during which the 5% quota system has been in effect.

4. OTR Registrar's Weekly Report

Consideration of the Registrar's report resulted in the following conclusions:

(a) The Clandestine Services Review could be increased to accommodate thirty students, if necessary. This might mean scheduling visits to Agency facilities in two groups should enrollments meet the top figure.

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(b) [REDACTED] reexamined Operational Security and Advanced [REDACTED] in order to achieve more flexibility in the use of high-level guest speakers required to participate in both courses. Since they are scheduled concurrently, it was concluded that by combining certain portions of instruction in each course, duplicate lectures could be eliminated.

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(c) Anti-Communist Operations #2 and Political Warfare #28, (scheduled for 14 February and 10 January) have been cancelled as [REDACTED], the Chief Instructor, has been detailed to present a course of instruction for the [REDACTED] during that period. In the ensuing discussion, [REDACTED] of SR pointed out that several SR Division personnel had the qualifications and could be made available for such assignments in the future. The utilization of these personnel could possibly remove the necessity for OTR to cancel courses in order to meet these temporary overseas requirements.

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NEW BUSINESS:

1. Scheduling of Personnel in Basic Courses

In view of the heavy enrollment in BOC #12(DD/P) consideration was given to the feasibility of transferring a greater number of DD/A personnel to the BOC #13, scheduled for 29 November.

2. Clarification of Air and Maritime Phases

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[REDACTED] recommended postponement of Maritime Operations #4, scheduled for February, until April or May. This action was concurred in by those present. He further pointed out that paragraph 3 of the memorandum of 20 October putting the new course titles into effect suggested that various phases of Air and Maritime Operations could be taken independently rather than concurrently. [REDACTED] added that if a requirement were received for any one phase, it would not be given as part of the existing course, but that intensive tutorial instruction would be offered in that particular subject (i.e. a request from Logistics for the Packing Phase).

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Survival and Clandestine Fieldcraft Activities are the only courses in which arrangements can be made for taking a particular facet of instruction. The DD/TR observed that this point is made clear in the catalog of courses to be published by the Office of Training on or about the 24th of November.

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3. Training for People from Overt Offices

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Improper or inadequate briefing of overt personnel being sent to [REDACTED] resulted in poor attitude and performance in the trade-craft courses. These people should be instructed that despite the fact they will not employ the clandestine techniques themselves, it is important that they be aware of these methods as a defensive measure against other intelligence services.

DD/TR stated that next year OTR will give a facsimile of Phase II to the overt offices.

OTHER:

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[REDACTED] announced that OTR will be able to meet the requirement for English language instruction out of its own resources. He requested that Training be given specific requirements so that it could achieve the proficiency level desired in speaking, writing and reading; and the desired frequency and intensity of instruction also be indicated.

Attachment

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